



CLTB 2017-2018 Budget

"HELPING THOSE WE SUPPORT LIVE THE LIVES THEY CHOOSE TO LIVE"

CLTB Budget Cycle

SUPERVISOR Input into Budget—specifically, permanent scheduling changes & requests for additional supports

FINANCE Compile department budgets and summarize requests

SENIOR TEAM Reallocation decisions

BOARD Approve Budget. Historically, Board approved consolidated budget, not individual funder budgets

FUNDER Submission to Funder
(•MCSS,
•TBDSSAB,
•Options Northwest)

MCSS Transfer Payment Cycle

Budget Submission

Service Contract

Payment to Transfer Payment Agencies

Year-to-Date Reporting (Quarterly)

Year-End Reporting (Reconciliation)

MCSS Budget Submission--Components

Financial
Summaries

Cost
Summaries by
Detail Code
(Staffing, Expenses)

Targets/Stats

Service
Description
Schedules

Budget
Pressures
Template

MCSS Service Contract

Legal
Language

Financial
Summaries

Cost
Summaries by
Detail Code
(Staffing, Expenses)

Targets/Stats

Service
Description
Schedules

MCSS 2017-18 Budget Submission

Description	2016/2017	%		2017/2018	%
Services	12,142,092	81.9%		12,730,469	83.3%
Program Supervision	1,384,790	9.3%		1,263,330	8.3%
Corporate Administration	1,305,349	8.8%		1,285,959	8.4%
Total Ministry Submission	14,832,231	100%		15,279,758	100%

MCSS Services by Detail Code

Description	# People	2016/17	Change	2017/18
Group Living	79	9,948,678	-346,146	9,602,532
Supported Independent Living	30	1,418,153	-427,031	991,122
Host Family	24	1,541,526	16,379	1,557,905
Intensive Support Residence	6	815,342	1,166,859	1,982,201
Community Participation	50	180,836	-28,470	152,366
Employment Supports	116	808,514	48,004	856,518
Professional & Specialized Services	23	119,182	17,932	137,114
Total Services	328	14,832,231	447,527	15,279,758

Consolidated Budget

Description	# People	2016/17	Change	2017/18	%
MCSS	328	14,832,231	447,527	15,279,758	89.1%
TBDSSAB (Griffis Centre)	53	216,628	39,597	256,225	1.5%
Individualized Funding Agreements	5	1,084,511	-315,837	768,674	4.5%
Passports	30	99,162	135,838	235,000	1.4%
Other (Parent Fees, Rent, Interest)		560,872	56,813	617,685	3.6%
Total CLTB Budget	416	16,793,404	363,938	17,157,342	100.0%

Major Assumptions....Development Services MCSS funding

- ▶ MCSS Grants flat lined except for new complex TAY +\$425,000 and +\$22,000 net difference for changes to 3 people we support moving out of service and 3 moving into service
- ▶ People we support 328 (same as last year)

Major Assumptions Development Services

- ▶ Staffing 121 FT, 144 PT, 58 night and 93 casual totaling 416 staff/245 FTEs.
- ▶ Increases for Manulife employee health benefits of \$976 per person totaling \$111,000
- ▶ Increases for ISR/Group Living for increased supplies, cable, grass and snow maintenance increases
- ▶ Reduced MPC sales recoveries \$50,000 to reflect changes in sheltered workshops

Major Assumptions: Budgeting Efficiencies

- ▶ Budget balancing process. Looked across the organization, analyzed, discussed with staff:
 - ▶ Increased Rental revenue for vacant space at MPC
 - ▶ Reduced underspent areas from 2016-2017 had budget reduced
 - ▶ Cut supports/hours in some residential homes to reflect changing needs persons we support
 - ▶ Cuts in administrative/supervision departments including reducing 1 vacant position

Major Assumptions: Risks

- ▶ Overtime not budgeted (over \$100,000 this past year)
- ▶ Net revenues budgeted for MPC equipment sales \$10,000 and MPC rentals \$20,000 uncertain
- ▶ Unfunded budget pressures were submitted to MCSS: JA \$114,000 and DG \$80,000
- ▶ Capital grants unknown with \$375,000 of infrastructure improvements identified and submitted to MCSS for 2017-2018
- ▶ Collective agreements changes unknown.
- ▶ Pay equity pressures unknown.

2016 – 2017 Budget

▶ Questions?

Board Motions Required:

- ▶ MOTION #1
- ▶ “That the Board of Directors approve the 2017/18 consolidated operating budget, at a total of \$17,157,342, as presented.